



## B16 – Visits and Activities

### Aim

To strike a balance between the undoubted benefits of visits and activities which take place outside the normal curriculum, and the disruption to other classes that can be caused.

### Implementation

All visits/activities should be classified as:

- i) Essential to the course being followed by students, or
- ii) Beneficial (not essential but a significant enrichment to the curriculum or of benefit to students' personal development.

The weeks immediately preceding half-term and end-of-term holidays have previously been designated as windows for the extended curriculum, but since Covid we are keen to be more flexible as students have had no trips or enrichment for the best part of two years and it is very important that the school does all it can to redress this.

The dates for all visits must be discussed in Senior Leadership team meetings, sanctioned by the Headteacher, and then checked with the Visits Coordinator.

“Essential visits” such as geography Field trips, will usually be sanctioned outside the designated times, where it is impossible to schedule them in another way. It is expected that the majority of visits should take place within the designated “windows”.

Students may be barred from visits if they have a previous record of poor behaviour or attendance. Organisers of visits must prepare work for these students.

Lists of students who are to be invited on such visits should be available beforehand to the Headteacher and all other staff. Membership of beneficial visits should not usually include students from Years 11 & 13.

When there are a limited number of places on a school trip, and when the trip is not essential, a deadline for a deposit will be issued and pupils will be selected at random. Pupils who were unsuccessful will have their deposits returned once the selection has been made. If spaces become available on the trip, again pupils will be selected at random.

### Review

Governor Committee: School Education Committee

Date of review: January 2024

Next Review Date: January 2025